

2018 Current Fiscal Year Report: Manufacturing Extension Partnership Advisory Board

Report Run Date: 06/05/2019 03:59:56 AM

1. Department or Agency	2. Fiscal Year
Department of Commerce	2018
3. Committee or Subcommittee	3b. GSA Committee No.
Manufacturing Extension Partnership Advisory Board	2013

4. Is this New During Fiscal Year?	5. Current Charter	6. Expected Renewal Date	7. Expected Term Date
No	10/18/2017	10/18/2019	

8a. Was Terminated During Fiscal Year?	8b. Specific Termination Authority	8c. Actual Term Date
No		

9. Agency Recommendation for Next Fiscal Year	10a. Legislation Req to Terminate?	10b. Legislation Pending?
Continue	No	Not Applicable

11. Establishment Authority Statutory (Congress Created)

12. Specific Establishment Authority	13. Effective Date	14. Committee Type	14c. Presidential?
P.L. 114-329, Sec. 501(b)	08/09/2007	Continuing	No

15. Description of Committee Non Scientific Program Advisory Board

16a. Total Number of Reports 1

16b. Report Date	Report Title
04/03/2018	MEP Advisory Board 2017 Annual Report

Number of Committee Reports Listed: 1

17a. Open 3 **17b. Closed** 0 **17c. Partially Closed** 0 **Other Activities** 0 **17d. Total** 3

Meetings and Dates

Purpose	Start	End
One of the required Board meetings each year. This meeting focused on several topics which included an update on Hollings MEP programmatic operations, as well as an opportunity for the Board to provide guidance and advice on current activities related to the 2017-2022 MEP National Network Strategic Plan. The MEP Advisory Board also provided input to NIST on supply chain development with an emphasis on defense suppliers, in order to strengthen the defense industrial base; made recommendations on the development of research and performance metrics to support and enrich MEP Center evaluation; and received updates from external organizations that work closely with the Program regarding national and state economic challenges, opportunities, and data trends.	03/07/2018	03/07/2018
One of the required Board meetings each year. This meeting focused on several topics which included an update on Hollings MEP programmatic operations, as well as opportunities for the Board to provide guidance and advice on current activities related to the following: 2017-2022 MEP National Network Strategic Plan, inputs to NIST on supply chain development with an emphasis on defense suppliers, in order to strengthen the defense industrial base; recommendations on the development of research and performance metrics to support and enrich MEP Center evaluation, and the MEP participation in the "Embedding MEP in Manufacturing USA Institutes Pilot Projects" funding awards.	06/13/2018	06/13/2018

One of the required Board meetings held each year. This meeting focused on several topics including an update on Hollings MEP programmatic operations, as well as the opportunity for the MEP Advisory Board to provide guidance and advice on current activities related to the 2017-2022 MEP National Network Strategic Plan. The MEP Advisory Board provided input to NIST on supply chain development with an emphasis on defense suppliers, in order to strengthen the defense industrial base, and made recommendations on the development of research and performance metrics to support and enrich MEP Center evaluation. The MEP Advisory Board also got updates on and participated in a discussion on the Government Accountability Office (GAO) Cost Share Report. The GAO representatives participated via phone conference for their 30 minute portion of the Agenda only. 09/12/2018 - 09/12/2018

Number of Committee Meetings Listed: 3

	Current FY	Next FY
18a(1). Personnel Pmts to Non-Federal Members	\$0.00	\$0.00
18a(2). Personnel Pmts to Federal Members	\$0.00	\$0.00
18a(3). Personnel Pmts to Federal Staff	\$86,919.03	\$90,000.00
18a(4). Personnel Pmts to Non-Member Consultants	\$0.00	\$0.00
18b(1). Travel and Per Diem to Non-Federal Members	\$38,891.36	\$65,000.00
18b(2). Travel and Per Diem to Federal Members	\$0.00	\$0.00
18b(3). Travel and Per Diem to Federal Staff	\$12,170.44	\$9,300.00
18b(4). Travel and Per Diem to Non-member Consultants	\$0.00	\$0.00
18c. Other(rents,user charges, graphics, printing, mail, etc.)	\$43,780.51	\$57,905.65
18d. Total	\$181,761.34	\$222,205.65
19. Federal Staff Support Years (FTE)	0.42	0.50

20a. How does the Committee accomplish its purpose?

The MEP Advisory Board is authorized under Section 3003(d) of the America COMPETES Act (P.L. 110-69), as amended by the American Innovation and Competitiveness Act, P.L. 114-329 sec. 501 (2017), and codified at 15 U.S.C. § 278k(m), in accordance with the provisions of the Federal Advisory Committee Act, as amended, 5 U.S.C. App. The purpose of the Board is to provide advice on MEP's program, plans and policies, to assess MEP's plans and strategies, and to assess current performance against program plans. The committee accomplishes this through informational briefings by MEP staff and external presenters at regular Board meetings. External presenters often include program stakeholders and partners as well as experts on manufacturing trends and challenges. These meetings are often held in conjunction with other MEP National Network events to provide Board members the opportunity to interact with representatives from individual MEP centers. These interactions provide the Board with the perspectives and feedback from a key stakeholder group.

20b. How does the Committee balance its membership?

The membership consists of individuals broadly representing the program's stakeholders. At least two members serve on advisory boards for MEP centers. At least 5 members represent small manufacturing establishments. At least 1 member represents a

community college. Additional members represent stakeholders involved in industrial extension through academia, technology deployment, and workforce activities. MEP actively seeks nominations for Board members from partners, MEP centers and other stakeholders.

20c. How frequent and relevant are the Committee Meetings?

The Board meets at least biannually, but usually three times each year. Additional meetings may be called by the NIST Director. These meetings are often held in conjunction with other MEP-National Network events to provide Board members the opportunity to interact with representatives from individual MEP centers. These interactions provide the Board with the perspectives and feedback from a key stakeholder group.

20d. Why can't the advice or information this committee provides be obtained elsewhere?

The Board provides the critical advisory role necessary for a program focused on the needs of the manufacturing industry, in particular smaller manufacturers. The Board provides a key role by assessing the performance of the program against its plans and strategies and provides advice on policy, long-term strategy, and program implementation. Only an external Board with a membership firmly planted in the multiple dimensions of industrial extension could provide this needed feedback.

20e. Why is it necessary to close and/or partially closed committee meetings?

N/A

21. Remarks

N/A

Designated Federal Officer

Carroll Thomas DFO

Committee Members	Start	End	Occupation	Member Designation
Anaya, Jose	07/31/2016	07/31/2019	Dean Community Advancement, El Camino Community College	Representative Member
Byars, Elizabeth	02/24/2017	02/24/2020	President & CEO Colonial Diversified Polymer Products, LLC	Representative Member
Cason, Carolyn	05/31/2014	05/31/2020	Professor Ermita, University of Texas Arlington	Representative Member
Eddy, Joseph	03/22/2017	03/22/2020	President/CEO, Eagle Manufacturing Company	Representative Member
Groleau, Gary	03/22/2017	12/31/2017	Corporate Manager, New Hampshire Ball Bearings, Inc.	Representative Member
Hawes, Bernadine	05/31/2014	05/31/2020	Research Analyst, Community Marketing Concepts	Representative Member

Isbister, Mary	03/22/2017	03/22/2020	President, GenMet Corp	Representative Member
Magee, Mitch	03/22/2017	03/22/2020	Director of Engineering, PPG's Architectural Coatings	Representative Member
Moulton, Patricia	06/12/2018	06/12/2021	President, Vermont Technical College	Representative Member
Newman, Matthew	03/22/2017	03/22/2020	Director Business Management, Covanta	Representative Member
Rennels, Kathay	03/01/2016	03/01/2019	Associate Vice President for Engagement, Colorado State University	Representative Member
Spottswood, George	05/30/2017	05/30/2020	CEO, Quality Filters, Inc.	Representative Member
Taito, Leslie	07/03/2017	07/03/2020	Hope Global	Representative Member
Weiser, Chris	03/03/2017	03/03/2020	Owner and President, J.V. Manufacturing, Inc	Representative Member
Wilcox, Jeffrey	05/31/2016	05/31/2019	Vice President, Engineering, Lockheed Martin Corporation	Representative Member
Wright, Jim	03/03/2017	03/03/2020	Vice-President Operations, Proof Research	Representative Member

Number of Committee Members Listed: 16

Narrative Description

The NIST MEP Advisory Board provides guidance and advice on the MEP program from the perspective of manufacturers and manufacturing stakeholder groups. They provide input and guidance on the direction of the MEP program with a focus on growth services, technology acceleration, workforce development and expanded partnerships.

What are the most significant program outcomes associated with this committee?

Checked if Applies

Improvements to health or safety	<input type="checkbox"/>
Trust in government	<input checked="" type="checkbox"/>
Major policy changes	<input type="checkbox"/>
Advance in scientific research	<input type="checkbox"/>
Effective grant making	<input type="checkbox"/>
Improved service delivery	<input checked="" type="checkbox"/>
Increased customer satisfaction	<input checked="" type="checkbox"/>
Implementation of laws or regulatory requirements	<input type="checkbox"/>
Other	<input type="checkbox"/>

Outcome Comments

NA

What are the cost savings associated with this committee?

Checked if Applies

None	<input type="checkbox"/>
Unable to Determine	<input checked="" type="checkbox"/>
Under \$100,000	<input type="checkbox"/>
\$100,000 - \$500,000	<input type="checkbox"/>
\$500,001 - \$1,000,000	<input type="checkbox"/>
\$1,000,001 - \$5,000,000	<input type="checkbox"/>
\$5,000,001 - \$10,000,000	<input type="checkbox"/>
Over \$10,000,000	<input type="checkbox"/>
Cost Savings Other	<input type="checkbox"/>

Cost Savings Comments

N/A

What is the approximate Number of recommendations produced by this committee for the life of the committee?

48

Number of Recommendations Comments

The MEP Advisory Board recommendations for FY2018 focused on areas for MEP to strengthen the network through continued improvements to board governance, guidance and advice on current activities related to the 2017-2022 MEP National Network Strategic Plan, input to NIST on supply chain development with an emphasis on defense suppliers, in order to strengthen the defense industrial base, and recommendations on the development of research and performance metrics to support and enrich MEP Center evaluation. Each includes the development of implementation plans which have a number of tasks included in the plans, but each was not counted as a separate recommendation.

What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?

65%

% of Recommendations Fully Implemented Comments

The Board made progress and reported on these objectives creating detailed implementation plans which have a number of tasks detailed in the publicly available meeting minutes posted on the MEP website:

<https://www.nist.gov/mep/meeting-minutes-agendas-presentations>

What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?

33%

% of Recommendations Partially Implemented Comments

N/A

Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?

Yes ☒ No ☐ Not Applicable ☐

Agency Feedback Comments

Written reports and verbal presentations at meetings.

What other actions has the agency taken as a result of the committee's advice or recommendation?

Checked if Applies

Reorganized Priorities	<input type="checkbox"/>
Reallocated resources	<input type="checkbox"/>
Issued new regulation	<input type="checkbox"/>
Proposed legislation	<input type="checkbox"/>
Approved grants or other payments	<input type="checkbox"/>
Other	<input type="checkbox"/>

Action Comments

The MEP Advisory Board provides guidance on the prioritization of program activities and initiatives as well as advice on the allocation of new resources. The Board is one of several stakeholder groups MEP seeks input and feedback from when considering these decisions.

Is the Committee engaged in the review of applications for grants?

No

Grant Review Comments

NA

How is access provided to the information for the Committee's documentation?

Checked if Applies

Contact DFO	<input checked="" type="checkbox"/>
Online Agency Web Site	<input checked="" type="checkbox"/>
Online Committee Web Site	<input checked="" type="checkbox"/>

Online GSA FACA Web Site



Publications



Other



Access Comments

NA